

6 September 1983

MEMORANDUM FOR: Executive Assistant
Office of Personnel

FROM:

C/HRPS

SUBJECT: Weekly Activities Report

1. Worked with SPD/OP and Directorate Personnel Officers this week to determine the need to allocate additional EODs to ensure that the Agency ends FY 1983 at our authorized strength.

2. FY 1983 manpower flows were analyzed and reconstructed in a format consistent with our new FY 1984 strength and FTE forecasts. It is anticipated that this preliminary work will allow HRPS to produce accurate FY 1984 forecasts with a minimum of delay as we move into the new fiscal year.

3. Began developing data for Comptroller estimates of FY 1984 personnel services costs of potential Agency contributions to Social Security and Federal Retirement for all post-January 1984 EODs.

4. Continued work on projects designed to:

- a. Evaluate DDO professional gains and losses in support of an FY 1984 OPS CT target.
- b. Build an OP professional employee career track model.
- c. Evaluate the Agency's attrition experience for selected technical occupations.
- d. Determine the potential attrition impact of an increasing accumulation of potential retirees.
- e. Identification of alternative work hours to alleviate traffic congestion in the FY-1988 headquarters complex.

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